



## **PASTORAL CARE POLICY**

### **1.0 INTRODUCTION**

This Pastoral Care policy applies to all primary and secondary Catholic schools managed and operated by Diocese of Sale Catholic Education Limited (**DOSCEL**). This Policy also applies to the DOSCEL Secretariat.

Pastoral Care is foundational to Catholic faith and tradition. It assists in the cultivation of the spiritual, personal, emotional, physical, academic, moral and social development of young people. Through enacting the principles of Catholic Social Teaching, pastoral care approaches may contribute to the development of a healthy and just society.

Pastoral care includes the decisions, structures and practices established to challenge, nurture and support individuals whilst maintaining the dignity of each one.

Pastoral care is the responsibility and the right of all – students, parents, families and DOSCEL employees.

### **2.0 PURPOSE**

This policy is to inform school communities of the principles and responsibilities in providing effective pastoral care.

This policy provides direction for schools in establishing and enacting pastoral care policies, procedures and guidelines.

### **3.0 PRINCIPLES**

**3.1** Pastoral Care is informed by the principles of Catholic Social Teaching:

- The dignity of the human person
- The common good
- Subsidiarity
- Solidarity.

**3.2** Pastoral care is enacted in school environments that are safe, supportive, inclusive and empowering.

**3.3** In responding to pastoral issues and concerns, appropriate confidentiality must be maintained, with information being provided to those who have a right or a need to be informed, either legally or pastorally.

**3.4** Purposeful training of staff in pastoral care is necessary for the wellbeing of all members of the school community.

**3.5** Pastoral care is for everyone and is everyone's responsibility.

## 4.0 DEFINITIONS

- 4.1 Pastoral Care:** All measures taken to assist an individual or community to achieve their full potential. This includes enabling academic progression, promoting health and wellbeing, building resilience, building human and social capital, and ethical decision making.
- 4.2 Catholic Social Teaching:** The permanent principles of the Church's social doctrine.

## 5.0 PROCEDURES

The successful implementation of this policy will include:

- the school community working in partnership with its members and associates (agencies, services) to promote pastoral care for all within its cultural context;
- regularly communicating this policy to staff and promoting the importance of pastoral care for all;
- educating students and employees in Catholic Social Teaching, wellbeing and social justice;
- educating school employees to understand all school policies and making clear connections between them and this Pastoral Care policy;
- supporting students and their families to access appropriate services;
- maintaining appropriate confidentiality of information and providing it to those who have a right or a need to be informed, either legally or pastorally (including through information sharing with other prescribed Information Sharing Entities under the Child Information Sharing Scheme and Family Violence Information Sharing Scheme).

### 5.1 DOSCEL will:

- provide a coherent policy framework;
- provide professional learning to its employees to support the intent of this policy;
- monitor implementation of this policy through the School Improvement Framework;
- provide schools with up-to-date information in relation to relevant legislation;
- provide access to support documentation to parents and the wider community to assist their understanding of the mission of Catholic education in the Diocese of Sale.

### 5.2 Principals will:

- adopt and implement all DOSCEL policies related to the care, safety and welfare of all students;
- observe all legislative requirements and engage as necessary with external agencies in relation to student wellbeing;
- engage as required with school-based and or external specialist advice about wellbeing-related matters to ensure effective implementation of this policy;
- regularly communicate this policy to staff and promote the importance of pastoral care for all;
- work in partnership with parents, carers and families, the parish priest, Catholic Education Office staff, students, employees and the wider community to achieve the purposes of this policy;
- respond promptly to any breach of this policy in accordance with current guidelines and the law;
- manage critical incidents in line with DOSCEL's Critical Incident Policy;
- participate in appropriate professional learning and training to support the care, safety and welfare of students.

### 5.3 School staff will:

- create and maintain safe and positive learning environments;
- model and promote socially responsible behaviour;
- work in partnership with parents, carers and families;
- explicitly teach and/or support socially acceptable and responsible behaviour;
- participate in appropriate professional learning and training to support the care, safety and welfare of students;
- support DOSCEL policies and school-based procedures.

### 5.4 Students will:

- abide by school policies, procedures and guidelines;
- Cooperate with parents, carers and families;
- contribute positively to the development of safe and inclusive learning environments;
- appropriately report concerns about their own wellbeing and that of fellow students.

### 5.5 Parents, families and carers will:

- work in partnership with schools;
- be aware of the significant influence they have on their children;
- support DOSCEL policies and school-based procedures.

## 6.0 EXPECTED OUTCOMES

6.1 Every Catholic school in the Diocese of Sale implements the DOSCEL Pastoral Care Policy.

6.2 School community members work respectfully and collaboratively.

6.3 Student wellbeing and learning outcomes are strengthened.

6.4 Pastoral care in Catholic schools is inclusive of all students.

## 7.0 REFERENCES

Catholic Education Office, Diocese of Sale (2017). *Critical Incident Response and Management Manual*.

## 8.0 RELATED POLICIES

- Acceptable Use of ICT Policy
- Anti-Bullying Policy (Staff)
- Anti-Bullying Policy (students)
- Behaviour Management Policy
- Child Protection and Safety Policy
- Commitment Statement to Child Safety
- Critical Incident Management Policy
- Duty of Care Policy
- Emergency Management Policy
- Occupational Health and Safety Policy
- Privacy Policy
- Social Media Policy (staff)
- Workplace Equal Opportunity Policy
- Child and Family Violence Information Sharing Schemes Policy and Procedure

## 9.0 REVIEW

**Implementation Date:** May 2020

**Updated:** August 2021

**Review Date:** May 2022